

OFFICE OF THE PRESIDENT-ELECT

WASHINGTON, DC 20270

December 22, 1980

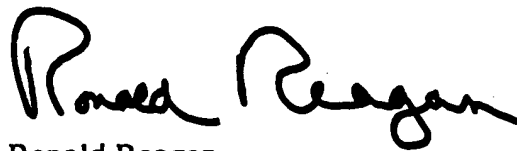
MEMORANDUM FOR: Walter Pforzheimer

On this day of your team's final transition report, I want to express personally my appreciation for your able, dedicated and professional efforts in my behalf.

If the Reagan-Bush Administration is as successful as I hope it will be, much credit is due the transition personnel who quickly and efficiently moved into the departments and agencies to provide communication between the current and new Administrations, took stock of programs and personnel, and made far-reaching, comprehensive recommendations for consideration by the incoming team and me.

While your labors are far from over, and I hope you'll continue to provide guidance to the Cabinet, Subcabinet and Agency Heads Designees, again I want to let you know how grateful I am for all you've done to assist the transition.

Mrs. Reagan joins me in wishing you a Happy Holiday Season.

A handwritten signature in black ink, reading "Ronald Reagan". The signature is written in a cursive, flowing style with a large initial "R".

Ronald Reagan